

COMNAVAIRPAC INSTRUCTION 1650.12A

Subj: COMNAVAIRPAC NAVY-MARINE ASSOCIATION LEADERSHIP AWARDS

Encl: (1) COMNAVAIRAPC Navy-Marine Association Leadership Category I Award Nomination Form
(2) COMNAVAIRAPC Navy-Marine Association Leadership Category II/III Award Nomination Form
(3) COMNAVAIRAPC Navy-Marine Association Leadership Award Voting Form (Cat I)
(4) COMNAVAIRAPC Navy-Marine Association Leadership Award Voting Form (Cat II/III)
(5) COMNAVAIRAPC Navy-Marine Association Leadership Award Voting Form (Cat IV)

1. Purpose. Establish procedures for the nomination, selection and recognition of officers and senior enlisted within operational AIRPAC aviation commands that have distinguished themselves as exceptional leaders within their respective communities. The Navy-Marine Association Leadership Awards shall be presented annually, within each AIRPAC operational aviation community, to an awardee in each of the following four categories: Senior Enlisted (E-7/8/9), Branch/Division Officer (O-1/2/3), Department Head/OINC (O-4) and Commander (O-5). This is a complete revision and should be reviewed in its entirety.

2. Cancellation. COMNAVAIRPACINST 1650.12

3. Background. The Vice Admiral James Bond Stockdale Award is presented annually to selected commanding officers in the Atlantic and Pacific Fleets. The award is an effective means of recognizing and highlighting the positive leadership characteristics of those at the unit command level. The award is based upon an individual's personal example of excellence in leadership and conspicuous contribution to the improvement of leadership in the Navy. The award is unique in that their peers must nominate awardees. Similarly, but on a much broader scope, the Navy-Marine Association Leadership Awards provide an opportunity for the recognition of a number of the most outstanding up-and-coming leaders within AIRPAC's operational aviation communities. These awards also provide that those who are truly the most knowledgeable about a potential awardee's character, ability and professional performance, their peers and subordinates, carry out the nomination and selection process. Like the Vice Admiral Stockdale Award, a selectee for a Navy-Marine Association Award must have demonstrated the highest ideals of honesty, integrity and inspirational leadership.

4. Description of the Award

a. The name of the Award is the "Navy-Marine Association Leadership Award". Each community has the right to personalize the name of their particular community's awards further, such as after an individual who is recognized as having epitomized the highest standards of personal leadership within that specific community or within Naval Aviation in general. Should the name of a community's award be changed, the Navy-Marine Association shall still be formally acknowledged as the sponsor of the award.

b. The basic design of the award shall be a plaque suitable for desk or bulkhead display.

c. Each plaque awarded will indicate the name of the award, the recipient's name, unit and date awarded.

5. Eligibility for the Award

a. Category I. Any non-commissioned officer on continuous active duty in the rank of Chief Petty Officer, Senior Chief Petty Officer or Master Chief Petty Officer serving within an AIRPAC operational aviation command, to include fleet replacement squadrons and weapons schools, within the nomination cycle (1 Jan to 31 Dec of the previous year).

b. Category II. Any commissioned officer on continuous active duty below the rank of Lieutenant Commander serving within an AIRPAC operational aviation command, to include fleet replacement squadrons and weapons schools, within the nomination cycle (1 Jan to 31 Dec of the previous year).

c. Category III. Any commissioned officer on continuous active duty of the rank of Lieutenant Commander serving within an AIRPAC operational aviation command, to include fleet replacement squadrons and weapons schools, within the nomination cycle (1 Jan to 31 Dec of the previous year).

d. Category IV. Any commissioned officer on continuous active duty of the rank of Commander serving within an AIRPAC operational aviation command, to include fleet replacement squadrons and weapons schools, within the nomination cycle (1 Jan to 31 Dec of the previous year).

6. Method of Nomination and Selection

a. During the first quarter of each calendar year the first stage of the nomination process shall be completed for the Category I, II and III awards. Non-commissioned officers in grades E-7 to E-9 may nominate non-commissioned officers within their command for Category I awards. Officers in grades O-1 to O-3 may nominate officers within their command for Category II awards. Officers in grades O-1 to O-4 may nominate officers within their command for category III awards.

b. Per enclosures (1) and (2), participants may nominate three individuals from their command for an award in each category in which they are eligible to participate. Nominees shall be listed in order of preference. Participation in the nomination process, while strongly encouraged, is not mandatory. All nomination forms will be collected within each command and forwarded to the respective type wings for compilation and the identification of finalists. All nominations shall be forwarded to the type wings to be received no later than 1 Feb.

c. From the nomination forms submitted, each respective type wing shall identify the top two Cat I, II and one Cat III finalist from each submitting command. This pool of finalists will serve as the body that shall select the Cat I, II and III awardees.

d. Per enclosures (3) and (4), respective type wings shall provide each Cat I and II finalist from the stage one nominations, the entire listing of Cat I or II finalists within the community as appropriate. These stage one

finalists shall use this form to select their top three choices for the Cat I or II award recipient. Upon completion, voting forms shall be returned to the type wing for final compilation and awardee selection.

e. Respective type wings shall provide each Cat II and III finalist from the stage one nominations, with an award voting form listing all of the Cat III finalists within the community. Finalists shall use this form to select their top three choices for Cat III award recipient. Voting forms shall be returned to the type wing for final compilation and awardee selection.

f. All 0-5's attached to operational aviation units, FRS's or Weapons Schools are eligible for selection for the Cat IV award. Per enclosure (5), respective type wings will provide all eligible 0-5s and Cat III award finalists, listing all eligible 0-5's within the community. 0-5's desiring to participate in the selection process, and all Cat III award finalists, shall use this form to select their top three choices for award recipient. Voting forms will be returned to the type wing for final compilation and awardee selection.

g. Upon receipt of Cat I/II/III/IV voting forms, the cognizant type wing shall compile all submitted selections and determine the winner and runner up for each category. In the event of a tie, the type wing commander shall serve as a tie-breaker.

h. If practical, award recipients shall be recognized during a formal presentation at an annually scheduled community gathering.

7. Criteria for the Award. Each candidate for the award shall be nominated on the basis of his or her personal example of excellence in leadership. Time-honored principles of leadership are well known. Among these are; setting an outstanding example, motivating subordinates and enforcing standards. The truly effective leader knows the weapons system and how to maintain/fight it to maximum advantage. He or she knows their personnel and takes care of them. The military leader's conduct is governed by a special set of moral, ethical and behavioral standards that set them apart from civilian managers in society at large. To be nominated for this award an individual must have demonstrated the highest standards of personal character and professional competence.

8. Action

a. The Nominating Process

(1) At the beginning of each calendar year, type wings shall solicit nominations for Cat I/II/III awardees within their respective communities. Type wing N3's shall serve as community coordinators for the award nomination and selection process.

(2) Unit wardrooms shall nominate an officer to coordinate distribution and collection of COMNAVAIRAPC Navy-Marine Association Leadership Award Nomination Forms (enclosures (1) and (2)). The unit coordinator shall also be responsible for the timely submission of completed forms to their respective type wing's representative.

(3) Unit E-7's through E-9's may nominate up to three individuals, in grades E-7 to E-9, within their command for a Cat I award. Unit O-1's through

O-3's may nominate up to three officers, in grades O-1 to O-3, within their command for a Cat II award. Unit O-1's through O-4's may nominate up to three O-4's within their command for a Cat III award. There is no preliminary nominating process for the Cat IV award.

(4) Individuals who desire to vote shall submit completed award nomination forms, listing no more than three nominees in each category in which they are qualified to vote, to their respective unit coordinators. Unit coordinators shall ensure all nomination forms are forwarded to the cognizant type wing no later than 1 Feb.

b. The Selection Process

(1) Wing coordinators shall compile all nomination submissions for Cat I/II/III awards. Coordinators shall then provide each of the top two Cat I and II finalists within each command with COMNAVAIRAPC Navy-Marine Association Leadership Award Voting Forms (enclosures (3) and (4)), listing the names of the top two Cat I or II finalists for each command within the respective community. Coordinators shall also provide each of the top two Cat II finalists and top Cat III finalist within each competitive command with voting forms for the Cat III award. Cat III voting forms shall list the name of the top Cat III finalist for each competitive command within the community. The wing coordinator shall ensure all voting forms are distributed prior to 1 Mar.

(2) Using the wing provided voting form, Cat I and II finalists from each command shall vote for their top three Cat I or II award candidates as appropriate, in order of preference, for their respective community. Completed forms shall be returned to the wing N3 to be received no later than 15 Mar.

(3) Using the wing provided awardee voting forms, Cat II and Cat III finalists from each command shall vote for their top three Cat III award candidates, in order of preference, for their respective community. Completed forms shall be returned to the wing N3 to be received no later than 15 Mar.

(4) Wing coordinators shall also provide each O-5 and each Cat III finalist with an awardee voting form for the Cat IV award (enclosure (5)). Cat IV voting forms shall list the names of every eligible O-5 within the respective community. The wing coordinator shall ensure all awardee voting forms are distributed prior to 1 Mar.

(5) Using the wing provided voting forms, Cat III finalists and O-5's from each command shall vote for their top three Cat IV award candidates, in order of preference, for their respective community. Completed forms shall be returned to the wing N3 to be received no later than 15 Mar.

(6) Upon receipt, the wing coordinator shall compile and tabulate all voting forms to identify a community awardee and a runner up for each of the three categories. The vote of the wing commander shall be used as a tie-breaker if so required. Awardees and runners up shall be identified no later than 30 Mar of any calendar year.

(7) In the case of forward-deployed squadrons, the nomination and final selection processes may be done by means of electronic mail. Using an electronic version of enclosures (1) and (2), wing and unit coordinators may

develop a mutually agreeable method to provide for necessary communications expedience while ensuring voter confidentiality.

c. Presentation. The presentation of awards shall be made by COMNAVAIRPAC, or his representative, and a representative of the Navy-Marine Association. When possible, presentations shall be made at a formal community event or gathering. Awards shall be presented prior to the end of the calendar year in which they are won.

d. Coordination. The coordinating office for this award program is COMNAVAIRPAC (N831) at (619) 545-4337 or (DSN) 735-4337.

/s/

T. J. KILCLINE
Chief of Staff

Distribution: (SNDL Parts 1 and 2, unless otherwise indicated.)

42A	Fleet Air Command
42D2	Fleet Aviation Specialized Operational Group
42E	Type Wing Commanders
42J2	Carrier Air Wing
42L2	Fighter Squadron
42N2	Sea Control Squadron
42P2	Patrol Wing and Squadron
42Q2	Fleet Logistics Support Wing and Squadron
42R2	Fleet Composite Squadron
42S2	Air Test and Evaluation Squadron and Antarctic Development Squadron and Detachments
42T2	Tactical Air Control Group and Squadron
42U2	Helicopter Combat Support Squadron and Detachment
42X2	Fleet Air Reconnaissance Squadron and Detachments
42Z2	Tactical Electronic Warfare Squadron
42BB2	Helicopter Anti-Submarine Squadron
42CC2	Helicopter Anti-Submarine Squadron Light
42DD2	Carrier Airborne Early Warning Squadron
42FF	Strike-Fighter Weapons School
42GG2	Strike Fighter Squadron and Detachments
42UU	Electronic Combat Weapons School and Strike Weapons and Tactics School
42YY	Sea-Based Weapons and Advanced Tactics School

Stocked:

COMNAVAIRPAC (N004)

COMNAVAIRAPC NAVY-MARINE ASSOCIATION LEADERSHIP CATEGORY I AWARD
NOMINATION FORM

1. Please fill in: Command _____ Rank _____

SSN (last four) _____

2. You are eligible to nominate up to three individuals from your command for the Category I award. Please list your nominees in the appropriate columns below. All nominees should be listed in order of preference.

a. Category I Nominees (E-7 to E-9):

(1) _____

(2) _____

(3) _____

3. Upon completion of this form, please forward to your unit coordinator. Nominations may be sealed if so desired.

4. Unit coordinators shall collect and forward all submitted nomination forms to the type wing N3 to be received not later than 1 Feb.

COMNAVAIRAPC NAVY-MARINE ASSOCIATION LEADERSHIP CATEGORY II/III AWARD
NOMINATION FORM

1. Please fill in: Command _____ Rank _____

SSN (last four) _____

2. If you are an O-1 to O-3, you are eligible to nominate up to three officers from your command for both the Category I and Category II awards. Please list your nominees in the appropriate columns below. If you are an O-4, you are eligible to nominate up to three officers from your command for Category II awards only. Please annotate your choices in the appropriate column below. All nominees should be listed in order of preference.

a. Category II Nominees (O-1 to O-3):

(1) _____

(2) _____

(3) _____

b. Category III Nominees (O-4):

(1) _____

(2) _____

(3) _____

3. Upon completion of this form, please forward to your unit coordinator. Nominations may be sealed if so desired.

4. Unit coordinators shall collect and forward all submitted nomination forms to the type wing N3 to be received not later than 1 Feb.

COMNAVAIRAPC NAVY-MARINE ASSOCIATION LEADERSHIP AWARD VOTING FORM (CAT I)

1. Congratulations! You have been selected by your contemporaries within the community as a finalist for a COMNAVAIRAPC Navy-Marine Association Leadership Award. It is the final voting by distinguished individuals such as yourself that will ultimately determine the award winners.

2. Finalists are eligible to vote for three individuals from the list below for the Category I award. Please indicate 1st, 2nd and 3rd choices.

a. Category I Finalists

- (1) _____
- (2) _____
- (3) _____
- (4) _____
- (5) _____
- (6) _____
- (7) _____
- (8) _____
- (9) _____
- (10) _____
- (11) _____
- (12) _____
- (13) _____
- (14) _____
- (15) _____
- (16) _____
- (17) _____
- (18) _____
- (19) _____
- (20) _____
- (21) _____
- (22) _____

3. Please fill in: SSN (last four) _____ Rank _____

4. Upon completion of this form, please forward to your type wing N3 to be received by 15 Mar.

COMNAVAIRAPC NAVY-MARINE ASSOCIATION LEADERSHIP AWARD VOTING FORM (CAT II/III)

1. Congratulations! You have been selected by your contemporaries within the community as a finalist for a COMNAVAIRAPC Navy-Marine Association Leadership Award. It is the final voting by distinguished individuals such as yourself that will ultimately determine the award winners.

2. Community O-1 through O-3 finalists are eligible to vote for three officers from the lists below for both the Category II and Category III awards. O-4 finalists are eligible to vote for three officers from the list below for Category III awards only. Additionally, O-4 finalists are eligible to vote for three officers, for the O-5 award, from the community Cat IV voting form provided. Please indicate 1st, 2nd and 3rd choices.

a. Category II Finalists

- (1) _____
- (2) _____
- (3) _____
- (4) _____
- (5) _____
- (6) _____
- (7) _____
- (8) _____
- (9) _____
- (10) _____
- (11) _____
- (12) _____
- (13) _____
- (14) _____
- (15) _____
- (16) _____
- (17) _____
- (18) _____
- (19) _____
- (20) _____

(21) _____

(22) _____

b. Category III Finalists

- (1) _____
- (2) _____
- (3) _____
- (4) _____
- (5) _____
- (6) _____
- (7) _____
- (8) _____
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- (13) _____
- (14) _____
- (15) _____
- (16) _____
- (17) _____
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- (20) _____
- (21) _____
- (22) _____

3. Please fill in: SSN (last four) _____ Rank _____

4. Upon completion of this form, please forward to your type wing N3 to be received by 15 Mar.

COMNAVAIRAPC NAVY-MARINE ASSOCIATION LEADERSHIP AWARD VOTING FORM (CAT IV)

1. Listed below are all O-5's within the community who are eligible to receive the Category IV COMNAVAIRAPC Navy-Marine Association Leadership Award.

2. All O-5's within the community, and all O-4 finalists for the Category III award, are eligible to vote for three officers for Category IV award. Participation is not mandatory but is strongly encouraged. Please indicate 1st, 2nd and 3rd choices.

a. Category IV Finalists

- (1) _____
- (2) _____
- (3) _____
- (4) _____
- (5) _____
- (6) _____
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- (16) _____
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- (20) _____
- (21) _____
- (22) _____

3. Please fill in: SSN (last four) _____ Rank _____

4. Upon completion of this form, please forward to your type wing N3 to be received by 15 Mar.